

LUBECK PUBLIC SERVICE DISTRICT

OCTOBER 10, 2002

James E. Smith, Chairman
 David Steele, Secretary
 Lee Johnson, Treasurer

ATTENDING: James Smith, Lee Johnson, David Steele, James Cox, Phil Postlewait,
 Charles Flinn

NO. OF CUSTOMERS:	Section		Sewer	Water
	1	Lake Washington Road	317	486
	2	Lubeck	329	414
	3	Riverhill - Blenn. Heights	276	385
	4	DuPont Road	233	300
	5	Larkmead Road	110	333
	6	LMH - Homewood Road	0	270
	7	Washington Bottom	296	364
	8	New England Ridge	177	317
	9	Lubeck South	205	325
	10	Larkmead Area - Marrtown	33	302
	11	Route 68 South - Hopewell	0	193
	12	Mitchell's	51	75
		Total Customers	2027	3,764

TREASURER'S REPORT:

Revenue Fund - United National Bank	\$1,812.41
Operations & Maintenance Fund - Wesbanco	\$8,568.27
Prudential Securities Sewer Fund	\$0.00
Prudential Securities Water Fund	\$0.00
Series 1999 Sewerage Bonds Account	\$31,364.83
WesBanco Trust Fund	\$400,548.52

Transfer From Revenue to Operation & Maintenance Checking Account	\$125,000.00
Transfer From Water Revenue to WesBanco Investment Account	\$0.00
Transfer From Revenue to Prudential Securities - Water Tap Account	\$0.00
Transfer From Revenue to Sewer Reserve Account	\$0.00
Transfer From Revenue to Vehicle Account	\$0.00
Transfer From Water Revenue to Sewer Projection Construction	\$0.00
Transfer From Investment Account to Operation & Maintenance Account	\$0.00

The following transfers were made to cover payroll since the last Board meeting:

Transfer From Revenue to Operation & Maintenance Checking	\$13,000.00
Transfer From Revenue to WesBanco Tax Account	\$4,986.69
Transfer From Revenue to Operation & Maintenance Checking	\$0.00

BUSINESS: Prayer by Jim Smith.

- A) Moved by Dave Steele, seconded by Lee Johnson that the minutes of the Board meeting of September 26, 2002 be approved. Passed unanimously.

EXISTING PACKAGE PLANT DEMOLITION & LINE REHABILITATION:

- A) Charlie and Mark continues to work on operation and maintenance of the Hyview Terrace plant.
- B) The District has received the results back from the testing lab concerning the sewer pond at Pahlhurst and it has been faxed to the State for their final approval for closure. Mark Bowling was up and approved our method of closure.

DISCUSSION OF DISTRICT HAPPENINGS:

It was reported what has been happening in the District:

- A) Installed 6 water taps since the last Board meeting. There are 4 water taps to be installed. This gives us 64 water taps for 2002. The District has installed 2 sewer taps since the last Board meeting. There is 1 sewer tap to be installed. This gives us 13 sewer taps for 2002.
- B) Repaired six water line leaks.
- C) Completed work orders, spotted lines, set meters.

It was reported what Rod and Bill have been working on:

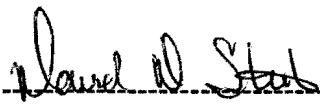
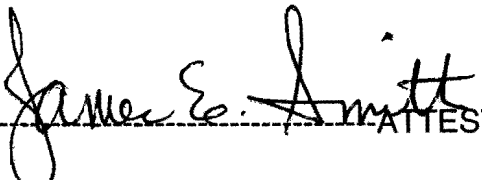
September Water Pumped to System:	26,765,000 Gallons
Homewood Booster Station:	250,000 Gallons
New England Booster Station:	1,509,000 Gallons
High Water Usage and Day:	1,106,000 on 09/05
Low Water Usage and Day:	698,000 on 09/23

Experienced 25,000 gallon overflow at New England Tower due to a level instrument problem.

GENERAL BUSINESS:

- A) Moved by Lee Johnson, seconded by Dave Steele that all bills be approved as reviewed by management and the Board, in addition to all fund transfers as presented. Passed unanimously.
- B. The District received in today's mail a notice from the State Retirement that beginning July 1, 2003, the District's portion of retirement will go up by 1% to 10.5%.

- C. Jim just wanted to report that he had given Teresa Bonner a cost estimate and that she is now going to be talking to the neighbors and get back to us.
- D. The District received a letter from the Environmental Protection Agency (EPA) stating that the District must complete a Baseline Threat Information for Vulnerability Assessment. Jim is working on getting the information from the EPA web site to start working on it. It is not due for us until June 30, 2004.
- E. A hearing date has been established for the Wellesley case. It will be November 7, 2002 at the City of Parkersburg, Executive Conference Room at 10:30 AM. The Wellesley Homeowners Association has been made a party to the case and Mr. Goldenberg will be representing them.
- F. The District received a letter from the West Virginia Department of Environmental Protection stating that they are going to be promoting some upcoming events.
- G. Jim would like to reduce the six month probationary period to three months for Gary Moore. He has turned out to be an excellent asset to the District and he is married and has a family who needs insurance especially. Jim also stated that should not be viewed as setting a precedent for any future employee.
- H. Moved by Dave Steele, seconded by Lee Johnson that the Board adopt a formal written policy concerning right-of-ways required when a potential customer does not lie next to the District's water main. 1. It has been the unwritten policy of the District to require any potential customer wanting a water meter set to obtain a recorded right-of-way from any property owner who lies between the District's water main and the potential customers property. 2. Therefore, the District is reducing this requirement to writing: A potential customer must obtain and record a water service line right-of-way between the District's water main and their property line, whether this be from one or multiple property owners. Passed unanimously.
- I. Jim was talking to the Public Service Commission attorney who is taking care of the Whited case. She has stated that their engineer does not see a problem with the District installing the service and that it would be between the two parties with conflict to sort it out in Court.
- J. DuPont, etc. will be coming on October 15, 2002 to take the next round of water samples from our water wells.
- K. Review of letter concerning C-8.
- M. Meeting adjourned.

 _____ APPROVED  _____ ATTESTED
3

DATE: 10/10/02
TIME: 10:02 AM

LUBECK PUBLIC SRVC DSTR
Accounts Payable
Check Register

CASH ACCOUNT: 1 113150

CHECK		VENDOR		INVOICE	INVOICE	DISCOUNT	AMOUNT PAID
NUMBER	DATE	ID	NAME	NUMBER	DATE	AMOUNT	AMOUNT PAID
05654	10/10/02	AT & T	AT & T	030 337 3531 001	09/13/02	32.45	32.45
				054 251 6477 0010	09/28/02	19.63	19.63
Total Check Amount:							52.08
05655	10/10/02	ATT	ATT WIRELESS SERVICES	2800418853	09/27/02	36.65	36.65
				20023470090	09/27/02	209.70	209.70
Total Check Amount:							246.35
05656	10/10/02	AWWA	AWWA	2000209959	09/20/02	255.00	255.00
05657	10/10/02	BARRIC	JUDY L. BARRICK	SD REF ACCT.6-0001-00	10/09/02	100.99	100.99
05658	10/10/02	BLAIR	MARVIN F. BLAIR	SD REF ACCT.10-0632-02	10/09/02	100.36	100.36
05659	10/10/02	BOSLEY	BOSLEY RENTAL & SUPPLY	P1038904-01	10/03/02	21.18	21.18
05660	10/10/02	BROWN	J. JOSEPH M. BROWN	10/3/02	10/03/02	156.00	156.00
05661	10/10/02	CANON	CANON FINANCIAL SERVICES	3481530	10/01/02	223.01	223.01
05662	10/10/02	CHEVRO	CHEVRON USA INC	7898819706209	09/27/02	26.50	26.50
05663	10/10/02	CITGO	CITGO PETROLEUM CORP.	0131451312	09/30/02	539.79	539.79
05664	10/10/02	CUTNRN	CUT N RUN	521	10/10/02	625.00	625.00
05665	10/10/02	DAVIS	J. JACQUELINE A. DAVIS	SD REF ACCT.10-0557-06	10/09/02	100.85	100.85
05666	10/10/02	DIVEPA	DIVISION OF ENVIRON. PROT	0067238	10/07/02	125.00	125.00
05667	10/10/02	FASTEN	FASTENAL COMPANY	WVPAR63530	08/30/02	5.05	5.05
				WVPAR64364	09/19/02	82.45	82.45
Total Check Amount:							87.50
05668	10/10/02	FERGUS	FERGUSON ENTERPRISES, INC	583294	09/30/02	10.13	10.13
05669	10/10/02	GRESSE	LESLIE EQUIPMENT CO.	09 915780	10/08/02	4.40	4.40
				87001-65399	09/26/02	187.66	187.66
Total Check Amount:							192.06
05670	10/10/02	GROGAN	RUBY N. GROGAN	SD REF ACCT.9-0447-00	10/09/02	100.92	100.92
05671	10/10/02	HARPEM	MATTHEW HARPER	SD REF ACCT.6-7750-00	10/09/02	50.43	50.43

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LUBECK PUBLIC SRVC DSTR
 Accounts Payable
 Check Register

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-CHECK-		-VENDOR-		INVOICE	DISCOUNT			
BER	DATE	ID	NAME	NUMBER	DATE	AMOUNT	AMOUNT	AMOUNT PAID
5672	10/10/02	HOPE	DOMINION HOPE	1 5000 0182 1052	10/03/02	23.87	0.00	23.87
				2 1000 0004 8137	10/03/02	19.44	0.00	19.44
				3 5000 0186 2903	10/03/02	34.96	0.00	34.96
Total Check Amount:								78.27
5673	10/10/02	JOHN	LEE JOHNSON	SEPT. 2002 REG MEETINGS	10/03/02	200.00	0.00	200.00
5674	10/10/02	JOHNSO	KARYN JOHNSON	SD REF ACCT.2-0735-01	10/09/02	100.85	0.00	100.85
5675	10/10/02	KEEPER	FREDA H. KEEPER	SD REF ACCT.9-0445-02	10/09/02	100.92	0.00	100.92
5676	10/10/02	KELLYC	CLYDE KELLY	SD REF ACCT.2-1805-00	10/09/02	100.92	0.00	100.92
5677	10/10/02	KNIGHT	LORRIE KNIGHT	SD REF ACCT.5-1275-07	10/09/02	100.99	0.00	100.99
5678	10/10/02	L. TIR	LUBECK TIRE SERVICE	4391	10/02/02	12.00	0.00	12.00
5679	10/10/02	LARKNE	LARKNEAD FLORIST	49190	09/30/02	29.68	0.00	29.68
5680	10/10/02	LOWE'S	LOWE'S BUSINESS ACCOUNT	821 3049 102180 1	10/02/02	172.26	0.00	172.26
5681	10/10/02	MAHAFF	JAMES B. MAHAFFEY	SD REF ACCT.6-2000-00	10/09/02	50.46	0.00	50.46
5682	10/10/02	MASOND	DEBBIE MASON	SD REF ACCT.10-0042-01	10/09/02	100.85	0.00	100.85
5683	10/10/02	MATHEN	MATHENY MOTOR CO.	190061	09/27/02	3.36	0.00	3.36
				190108	09/27/02	7.88	0.00	7.88
Total Check Amount:								11.24
5684	10/10/02	MEDIC	MEDICAL BENEFITS CO.	49 10075	09/11/02	5,757.58	0.00	5,757.58
5685	10/10/02	MORRIS	BROOKS MORRIS	SD REF ACCT.10-0566-06	10/09/02	100.85	0.00	100.85
5686	10/10/02	MSUTIL	MISS UTILITY OF WV, INC.	IVC0006164	09/30/02	28.75	0.00	28.75
5687	10/10/02	MUNICI	MUNICIPAL BOND COMMISSION	90 A REVENUE ACCOUNT	10/02/02	21,672.00	0.00	21,672.00
				90 B REVENUE ACCOUNT	10/02/02	313.00	0.00	313.00
Total Check Amount:								21,985.00
688	10/10/02	MUNICS	MUNICIPAL BOND COMMISSION	LUB-S-1-99-A-W0-06	10/02/02	36,480.00	0.00	36,480.00
				LUB-S-1-99-B-W0-06	10/02/02	4,390.00	0.00	4,390.00
				LUB-S-2-99-A-W0-06	10/02/02	5,480.00	0.00	5,480.00
				LUB-S-2-99-B-W0-06	10/02/02	660.00	0.00	660.00
Total Check Amount:								47,010.00

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CHECK NUMBER	DATE	ID	VENDOR NAME	INVOICE NUMBER	INVOICE DATE	AMOUNT	DISCOUNT AMOUNT	AMOUNT PAID
5689	10/10/02		NEWBER NEWBERRY HARDWARE	130217	09/30/02	15.65	0.00	15.65
5690	10/10/02		NEWTON F. W. NEWTON COMPANY	001792	10/03/02	275.00	0.00	275.00
5691	10/10/02		NORTHW NORTHWESTERN LANDFILL, INC	619649 620773	09/26/02 10/03/02	360.25 402.13	0.00 0.00	360.25 402.13
Total Check Amount:								762.38
5692	10/10/02	PO	WASHINGTON POSTMASTER	BILLING POST. OCT.2002	10/03/02	700.00	0.00	700.00
5693	10/10/02		POSTLE PHILIP R. POSTLEWAIT CPA	000630	10/01/02	2,200.00	0.00	2,200.00
5694	10/10/02		PRATHE PRATHER ENTERPRISES	SEPT. SERVICES	09/27/02	240.00	0.00	240.00
5695	10/10/02		PRECIS PRECISION PUMP & VALVE	0031063-IN	09/27/02	975.00	0.00	975.00
5696	10/10/02		PRUDCH PRUDENTIAL CHEMICAL, INC.	050258	09/24/02	139.73	0.00	139.73
5697	10/10/02		ROBERT GARLAND ROBERTS	SD REF ACCT.11-7975-01	10/09/02	50.43	0.00	50.43
5698	10/10/02	RUS	CINTAS	531116700 531119348	10/01/02 10/08/02	83.40 83.40	0.00 0.00	83.40 83.40
Total Check Amount:								166.00
5699	10/10/02	SIGN L	SIGN LANGUAGE	4240 4389	09/02/02 09/27/02	39.00 25.00	0.00 0.00	39.00 25.00
Total Check Amount:								64.00
5700	10/10/02	SMITHC	SMITH CONSTRUCTION	3109 3110	09/30/02 09/30/02	400.00 340.00	0.00 0.00	400.00 340.00
Total Check Amount:								740.00
701	10/10/02	SMITHJ	JAMES E. SMITH	SEPT. 2002 REG MEETINGS	10/08/02	200.00	0.00	200.00
702	10/10/02	STEELE	DAVID D. STEELE	SEPT. 2002 REG MEETINGS	10/01/02	200.00	0.00	200.00
703	10/10/02	STEELEC	STATE ELECTRIC SUPPLY	2107103-01	10/01/02	56.81	0.00	56.81
704	10/10/02	STRUM	STURM ENVIRONMENTAL SRVC	042237	09/30/02	212.00	0.00	212.00
705	10/10/02	TAYLOR	HAROLD'S REFUSE REMOVAL	C033 C069	10/01/02 10/01/02	44.96 44.96	0.00 0.00	44.96 44.96
Total Check Amount:								89.92

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--CHECK--		--VENDOR--		INVOICE	INVOICE	DISCOUNT	
NUMBER	DATE	ID	NAME	NUMBER	DATE	AMOUNT	AMOUNT PAID
05706	10/10/02	TEBAY	TEBAY DAIRY COMPANY	3 BALES OF STRAW	09/19/02	11.25	11.25
05707	10/10/02	TENNAN	LANCE TENNANT	SD REF ACCT.11-1245-04	10/09/02	50.49	50.49
05708	10/10/02	THOMPA	ALAN H. THOMPSON	SD REF ACCT.4-1357-00	10/09/02	50.46	50.46
05709	10/10/02	TRI-SR	TRI-STAR PAGING	42541323	10/01/02	29.85	29.85
05710	10/10/02	UNIVER	UNIVERSAL SUPPLY CO	261618	09/27/02	22.45	22.45
				261731	09/30/02	6.24	6.12
Total Check Amount:							28.57
05711	10/10/02	USABLU	USA BLUEBOOK	592354	09/25/02	429.73	429.73
05712	10/10/02	USDA	RURAL ECONOMIC	OCT. 2002 PAYMENT	10/02/02	2,585.00	2,585.00
				SEPT. 2002 SURCHARGES	10/02/02	1,093.70	1,093.70
Total Check Amount:							3,678.70
05713	10/10/02	USFELS	US FILTER/DAVIS PROD	8811979	10/02/02	1,560.00	1,560.00
05714	10/10/02	WAWORK	WATER WORKS & INDUSTRIAL	319935	09/30/02	1,169.88	1,169.88
05715	10/10/02	WESBAN	WESBANCO BANK, INC.	000314939453	10/08/02	1,241.26	1,241.26
05716	10/10/02	WESTFI	WESTFIELD GROUP	4701235316 001 00001	09/25/02	3,285.75	3,285.75
05717	10/10/02	WVCOMP	WV WORKERS COMPENSATION	CHRIS GARVEY RE-INBURSE	10/11/02	450.84	450.84
				PERIOD ENDING 09/30/02	09/30/02	2,262.58	2,262.58
Total Check Amount:							2,713.42
05718	10/10/02	WVDHH	WV DEPT OF HEALTH & HUMAN	130163	09/30/02	8.00	8.00
05719	10/10/02	WVPEIA	WVPEIA	0225109239	09/08/02	1,635.00	1,635.00
				0227203244	09/29/02	1,635.00	1,635.00
Total Check Amount:							3,270.00
05720	10/10/02	WVRWA	WVRWA	VOTING MEMBERSHIP	09/25/02	957.55	957.55
05721	10/10/02	WVTAX	WV DEPT OF TAX & REVENUE	PERIOD ENDING 09/30/02	09/30/02	1,458.67	1,458.67
05722	10/10/02	WVWAT	WV WATER & WASTE SUPPLY	36902917-01	09/24/02	7,000.00	7,000.00
				37673074-01	09/09/02	774.00	774.00
				37677051-01	09/09/02	896.11	896.11

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LUBECK PUBLIC SRVC DSTR
Accounts Payable
Check Register

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CASH ACCOUNT: 1 113150

--CHECK--			VENDOR			INVOICE			DISCOUNT	
NUMBER	DATE	ID	NAME	INVOICE NUMBER	DATE	AMOUNT	AMOUNT	AMOUNT PAID		
				37690308-01	09/09/02	6,800.00	0.00	6,800.00		
				37697742-01	09/17/02	27.00	0.00	27.00		
				37733954-01	09/23/02	405.00	0.00	405.00		
				37736840-01	09/23/02	89.48	0.00	89.48		
				37736840-02	09/24/02	26.00	0.00	26.00		
				37741187-01	10/03/02	975.00	0.00	975.00		
				37743925-01	09/23/02	318.00	0.00	318.00		
				37746915-01	09/23/02	582.49	0.00	582.49		
				37749405-01	09/24/02	423.50	0.00	423.50		
				37754939-01	09/24/02	77.00	0.00	77.00		
				37754939-02	10/03/02	231.00	0.00	231.00		
				37757230-01	09/24/02	585.00	0.00	585.00		
				37763425-01	09/24/02	252.00	0.00	252.00		
				37763591-0	09/24/02	180.00	0.00	180.00		
				377648030-02	10/03/02	110.00	0.00	110.00		
				37764830-01	09/24/02	243.00	0.00	243.00		
				37791989-01	10/03/02	172.26	0.00	172.26		
				37794040-01	10/03/02	345.50	0.00	345.50		
				37805027-01	10/03/02	22.50-	0.00	22.50-		
				37818285-01	10/08/02	150.00-	0.00	150.00-		

Total Check Amount: 20,339.84

Number Of Checks Written: 69 Totals: 126,325.03 0.12 126,324.91

End of Check Register ***